



Bid Number 50-00148464

**Purchase of Combination Vacuum Cleaning Truck for the Jefferson
Parish Public Works Department**

BID DUE: September 18, 2025 AT 2:00 PM

ATTENTION VENDORS!!!

Please review all pages and respond accordingly, complying with all provisions in the technical specifications and Jefferson Parish Instructions for Bidders and General Terms and Conditions. All bids must be received on the Purchasing Department's eProcurement site, www.jeffparishbids.net, by the bid due date and time. Late bids will not be accepted.

**Jefferson Parish Purchasing Department
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Gretna, LA 70053
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SPECIFICATIONS - COMBINATION SEWER CLEANER

GENERAL

The machine is capable of removing stones, grit, grease, sludge and other debris from sanitary sewer and/or storm drain lines by the flushing action of high-pressure water. The high-pressure sewer cleaner operates independent of the vacuum system.

The machine is capable of being operated by one man, with all operating controls for high-pressure water pump, hose reel, and vacuum, located at the front of the machine for safety. The machine shall have a total of 540 available horsepower. The auxiliary engine, water pump, vacuum compressor, debris body and boom support assembly shall be mounted to a single unitized welded sub-frame.

DEBRIS BODY

Debris storage body has a minimum usable liquid capacity of 9 cubic yards. The debris body shall be round for maximum strength and constructed of 3/16-inch ASTM A242 Corten A steel for enhanced corrosion resistance.

There shall be a 6" diameter liquid drain valve, "knife valve type" and screen weldment inside for removing excess liquids. Drain will have 10 feet of 6 inch lay flat hose.

A rear door safety prop shall be provided. For ease of maintenance there shall be no hydraulic components located inside the debris body or rear door.

Hydraulic operated, heavy duty wedge style door locks shall be installed. The door locks shall be operated by two double acting hydraulic cylinders. The rear door shall also hydraulically open and close (raise and lower) by means of two double acting hydraulic cylinders. The unlocking-opening and the closing-locking operations shall be controlled by a single switch and sequence valve.

Dual steel weldments with stainless steel screen 8'¹¹ x 28'¹¹ each providing up to 1200 square inches of added filtration for the vacuum system shall be provided inside the debris tank. These weldments shall be removable and require no cutting or welding.

A double acting power up/power down hydraulic scissors lift mechanism will be provided to raise body to a minimum 90-degree angle. The scissors lift mechanism shall be designed to support a minimum of 24 inches of the debris tank width to provide stability and when dumping on uneven ground. The lift capacity of hydraulic scissors lift cylinder is 56,000 lbs.

Dump controls are located on curbside mid-ship of the unit, well forward of the dumping area for operator safety. A manual override system is provided in case of system failure.

The debris body has a five-year warranty. A copy of manufacturer's warranty statement shall be enclosed with bid. If pro-rated so state: _____

An internal polyethylene float device with external indicator is supplied to show when body is loaded to capacity.

AUTOMATIC VACUUM BREAKER

The automatic vacuum breaker assembly is located inside the body.

The automatic vacuum breaker assembly shall be controlled by an electric over hydraulic circuit. The entire system shall be replaceable via a bolt on assembly. The assembly shall consist of a 12" inlet and two 8" ports that provide air flow to the vacuum system.

A full indication activates an automatic vacuum breaker shut down system that completely shuts down 100 percent of the airflow to the vacuum system to prevent overfilling and wastewater discharge into the atmosphere.

The vacuum breaker system is automatically activated (closed) when the parking brake system is released to eliminate carryover during transit.

The system is controlled/activated, at the front hose reel control station. This enables the operator to pick up large debris with boom and place debris on the road surface. This system can be used for safety in the event suction must be shut off in case of an emergency.

POSITIVE DISPLACEMENT BLOWER

A lobe type positive displacement blower shall be provided capable of 6000 CFM's and 18" of Hg. with cyclone separator. Control of the blower regarding start, stop and the rate of vacuum suction is performed from the front of the truck. A vacuum suction breaker disconnect switch is provided to enable operator to pick up large debris with boom and place debris on road surface. The vacuum system shall operate independent of the high-pressure water system.

The compressor is driven by the chassis engine via a closed loop hydrostatic system using a variable piston pump and motor. This system shall include a heat exchanger for extreme ambient conditions and to maintain the pump suction oil temp at 160 deg. F. max. The heat exchanger shall be protected by a 30-micron filter and cold weather bypass valve. Hydrostatic loop filtration shall be accomplished by a 10 Beta micron return filter and a 10-micron Absolute (no bypass) charge filter.

The blower is protected by (2) two 3" diameter vacuum relief valves. The system incorporates an air/water separator and a sound silencer to separate material before it enters blower and to ensure quiet operation.

A means of starting, stopping and varying the vacuum suction from operator station at the front of the machine is provided.

The blower is mounted on a frame independent of the water tank.

Unit must be capable of vacuuming under water without air induction. A manometer/vacuum test may be required to demonstrate the system performance.

The positive displacement blower has a 12-month non-prorated warranty.

VACUUM PICK UP HOSE

Shall be front loading, attached at the front of the machine in order to provide ease of positioning the machine over the manhole, as well as afford maximum safety for the operator.

The 8" will be mounted on a boom that will provide a minimum of 18' vertical lift utilizing dual hydraulic cylinder and 230 degree of boom rotation powered hydraulically for non-interrupted smooth movement. Boom to have a lift capacity of 500 lbs. at the front bumper.

The boom will be powered by an electric over hydraulic system: up/down by dual lift cylinders. The right/left movements shall be hydraulic via worm gear rotation.

The boom shall hydraulically telescope a minimum of 10 ft. forward from the operator's station. The height of the boom shall not change while the boom is being telescoped. A manual override system shall be provided for right/left, and up/down functions in case of system failure.

Control of the boom is by means of a joystick control at the operator's station, requiring no cables at operator's feet for boom operation. A wireless remote control will be provided for Boom, Vacuum Breaker, Chassis Throttle, and Debris Body functions. A manual override system shall be provided for right/left, and up/down functions in case of system failure.

A boom coverage chart shall be provided stating the square feet the boom covers.

8-inch diameter pipe extensions with clamps will be provided and carried on the truck as follows:

- 1 6-1/2' Catch Basin Nozzle
- 3 6' Aluminum Pipe Extension
- 1 5' Aluminum Pipe Extension
- 1 3' Aluminum Pipe Extension
- 2 spare quick clamps

WATER SUPPLY

The water tanks shall have a minimum usable capacity of 1000 U.S. gallons.

The water tanks shall be constructed of non-corrosive, non-metallic, durable, cross-linked polyethylene to eliminate rust, corrosion, and stress cracking.

The water tanks shall be mounted at and below the truck frame level to provide a low center of gravity for truck stability.

A 2-1/2 inch diameter x 25 feet long hydrant hose with hydrant wrench is supplied on the unit.

An anti-siphon fill device is installed on the unit.

Inspection ports shall be provided to fill or to add chemicals to the water system.

A sight gauge to indicate water level is located within sight of the operator station.

The water tanks are protected by a minimum of 11-gauge steel plating mounted below the water tanks for protection against road hazards when unit travels over the road, off the road or to landfills.

The water tanks carry a ten-year replacement warranty.

AUXILIARY ENGINE (WATER PUMP DRIVE ENGINE)

GM Power Solutions International (PSI) 6.0 Liter, (350 CID) (5,736.5 cc) Naturally aspirated (8)-Cylinder, 172HP, Fuel and emission control system that meets Tier II EPA/CARB emission regulations for LSI engines. The ignition system start stop switch will be located at the operator's station. The auxiliary engine shall be shrouded and have a hinged door on the driver's side of the unit. The engine oil dipstick shall be accessed from the ground level on the driver's side.

HIGH-PRESSURE WATER PUMP

The high-pressure water pump shall be rated to deliver smooth continuous pressure and flow through the entire flow range of the pump. The high pressure shall have smooth continuous flow for both the high-pressure system and the handgun system.

A continuous duty flow of 80 g.p.m. and 2000 p.s.i shall be provided.

High-pressure relief valves are provided for both the high-pressure system and handgun system.

The water pump operates independently of the vacuum system and is powered by the auxiliary engine via clutchless, direct dual powerband drive system.

The high-pressure water pump drive system carries a five-year replacement warranty. Warranty excludes the drive engine, i.e., auxiliary engine.

The water pump is capable of running dry.

Controls for starting and stopping the water pump and to vary the flow and pressure shall be at the front hose reel operator's station.

The high-pressure water pump is equipped with a cold weather drain valve. The valve allows the operator to completely drain the high-pressure pump.

HOSE REEL ASSEMBLY

The hose reel assembly is mounted on the front of the vehicle. The hose reel shall have a minimum of 30" inside diameter with a capacity of 800' x 1" hose. The hose reel is equipped with a cage. The hose reel is hydraulically powered in both directions by means of a double chain and sprocket drive. The controls for operating the motor have a flow control device to regulate the rotational speed of the reel in both directions. All hydraulic hoses are behind a steel housing to protect operator from hydraulic oil if a hose fails. The hydraulic motor, chain, and sprockets have a protective cover or are mounted on the radiator side of the hose reel for operator safety. The hose reel articulates 180 degrees to the driver's side allowing operator to work in any position through this arc. This allows greater flexibility in truck placement for manholes located in tough areas and provides greater safety to the operator. Reel extends beyond the width of unit for greater flexibility for positioning reel over offset manholes, catch basins, etc. A hydraulically controlled outrigger leg is supplied that comes in contact with the ground at any one position. A warning light is located in the cab to warn the operator that the outrigger leg is not in its transported position prior to moving the unit. A manual bypass system for the hose reel assembly is provided to manually pull the reel assembly away from its transported position. This feature allows operator to check fluids without starting engines.

JET HOSE

800' x 1" jet rodder hose will be supplied rated for 2500 psi working pressure and 6250 psi burst pressure.

A heavy-duty hose guide with 25' of nylon rope will be provided.

Nozzles shall be hardened steel with replaceable ceramic orifices as follows: 1) Chisel head penetrator & 1) standard sanitary.

MANHOLE CLEANING WATER SYSTEM (HANDGUN)

The high-pressure pump and independent water tank assembly supplied shall be used for manhole cleaning. A smooth continuous flow of 20 g.p.m. and pressure of 600 p.s.i. shall be provided for ease of operation. A handgun pressure relief valve set at 600 p.s.i. shall be provided. One full functioning handgun with on/off hand control,

replaceable nozzle tip, 12-inch extension, adjustable spray and 50' x 1/2" hose with retractable reel will be provided.

The handgun will attach to the system via a quick couple connection at the curbside of the unit. To avoid being coiled at the operator's station a handgun holder will be provided at the front bumper.

HYDRAULIC SYSTEM AND LUBRICATION

The hydraulic system has a 55-gallon capacity.

The hydraulic system shall incorporate a main shut off valve in case of hydraulic failure.

The hydraulic system shall incorporate hydraulic pressure relief valves and pressure gauges for ease of trouble shooting and maintenance.

The unit is equipped on the passenger side, mid-section of the module, a permanent weatherproof white vinyl lubrication chart that points out lubrication points on the module and specifies what type of lubrication and hydraulic fluids are required. The chart also specifies the frequency of each lubrication point.

Remote plumbed grease fittings are provided for the vacuum compressor, boom rotation, and water pump drive areas.

ACCESSORIES

A minimum twelve (12) month manufacturer's guarantee on the unit will be provided.

2 35" x 14" x 24" side mounted tool boxes will be provided.

1 Debris body power flush out system

1 6" knife valve, lower rear door mounted with cam-lock

1 Rear mounted hydraulic pump off system, 350 gpm w/20' lay flat hose

Gravity drain system consisting of plumbing to the mid-passenger side of the unit. Includes a 3" knife valve

1 with cam-lock connection, 30' of layflat hose with storage rack allowing return of liquids to the manhole without having to reposition vehicle.

1 Air purge system

1 1/4 turn ball valve water drain

1 Variable flow valve

1 Lazy Susan style, deck mounted pipe rack, holds 5 pipes

1 Storage box behind cab, 16" x 42" x 96"

1 Storage box shall be provided with two roll out shelves

1 Lateral Cleaning Kit w/200' x 1/2" Hose w/Nozzle, Permanently Mtd, Electronically Controlled

1 Hose footage counter, standard - drivers side

1 Rear mounted tow hooks

1 Auxiliary engine remote oil drain

1 Remote boom grease zerk assembly, (accessible from ground level)

1 Remote debris tank grease zerk assembly (accessible from ground level)

1 Nozzle rack

1 10' leader hose

1 1" Bulldog with skid 400.600BS

1 Water pump remote oil drain

1 Built in Body Prop - Rear Boom Support Mounted

1 Traffic Camera with Color Monitor {Camera placement must be picked}

1 Rear traffic camera

1 Front hose reel camera - to view front of hose reel area

1 Long handle storage/ (2) PVC

1 Long handle storage placement - mounted in storage box under shelf

1 Cone storage rack

1 Cone storage rack on the curbside of unit

1 Cone racks mounted behind rear tires

1 Cone racks, between bogies on tandem units

1 Fill Hose Assy and Storage 1.5"/ 200', 100', 50'

- 1 Greelee pump off with gate valve
- 1 In cab fuse box to rear bulkhead

LIGHTING

The entire module electrical system is vapor sealed to eliminate moisture damage.

All wiring is color-coded, labeled and run in sealed terminal enclosures.

All module circuits are protected by circuit breakers.

Clearance lights and reflectors are furnished in accordance with D.O.T. requirements.

- 1 4 LED strobes - (2) front bumper, (2) rear bumper - Whelen S0A03ZCR - Amber
- 1 LED Arrow stick - Whelen TAM85 Traffic Advisor
- 1 LED Boom Mounted Flood Light - Whelen NPGBB Worklight
- 1 LED Rear Mounted Flood Lights - Whelen NPGBB Worklight

PAINT

Unit paint surfaces are shot blasted, Ambershield zinc primed, sanded and sealed with epoxy primer. Hose reel spool, debris tank and sides of mainframe painted with PPG Delfleet single stage polyurethane paint. All other paintable surfaces coated in PPG Ambershield textured black paint.

Unit shall have reflective White or Blue

Chassis shall be painted manufacturers standard white.

White

with DuPont Imron 5000 polyurethane paint.

Unit shall have reflective blue side and boom stripes and rear door chevrons.

Chassis shall be painted manufacturers standard white.

TRAINING AND MANUALS

Operator training will be conducted by a factory-trained representative for a minimum of one day at the time of delivery. 3 copy(ies) of the operating and maintenance manual for the sewer cleaner module shall be provided upon unit delivery. An operational video will be provided with the unit.

MOUNTING AND DELIVERY

The unit described will be mounted on a truck chassis acceptable to the body manufacturer at the factory of the body manufacturer.

LOUISIANA DEALERS LICENSE

In accordance with LA RS 32:1254 et seq and LA RS 38:2212.8, a Louisiana State Dealer's License is required. All bidders must provide a copy of their valid Louisiana Dealer's License with their bid submission. Failure to submit this copy will result in bid rejection.

EXCEPTIONS AND DEVIATIONS

Bidder shall fully explain every variance, exception, and or deviation to the bid specifications. Additional sheets/lines may be added if required. Failure to provide an explanation of a deviation or exception will result in you being rejected.

WARRANTY

Proof of warranty information will be required upon request prior to bid award.

CHASSIS SPECIFICATIONS

GENERAL SUMMARY

114SD 4X2 AUTO, OR APPROVED EQUAL
GVWR: 43000 LBS, FRONT: 20000 LBS, REAR: 23000 LBS
WB: 252" CA: 168.5" AF: 75"
ENGINE, DIESEL: CUM ISL 370 HP @ 2000RPM, 2100 GOV RPM, 1250 LB/FT @ 1400RPM
TRANSMISSION, AUTOMATIC: ALLISON 3000 RDS WITH PTO PROVISION
AXLE, FRONT NON-DRIVING: DETROIT DA-F-20.0-5 20000 LBS FL1 71.0 KPI/3.74 DROP SINGLE
FRONT AXLE
AXLE, REAR, SINGLE: RS-23-160 23000-LB CAPACITY, RATIO 5.63

ELECTRONIC PARAMETERS

GOVERNOR: PTO GOVERNOR RAMP RATE – 200 RPM PER SECOND

ENGINE EQUIPMENT

CUMMINS ISL 370 HP @ 2000RPM, 2100 GOV RPM, 1250 LB/FT @ 1400RPM
AIR COMPRESSOR: CUMMINS TURBOCHARGED 18.7 CFM WITH INTERNAL SAFETY VALVE
EXHAUST SYSTEM: SINGLE, VERTICAL TAILPIPE & GUARD
MUFFLER/TAILOPIPE: AFTERTREATMENT, UNDER STEP MOUNTED
SWITCH, EXHAUST: CUMMINS EXHAUST BRAKE INTEGRAL WITH VARIABLE GEOMETRY TURBO
WITH ON/OFF DASH SWITCH JUMP START: POSITIVE AND NEGATIVE POSTS LOCATED ON FRAME
NEXT TO STARTER
ALTERNATOR: DR 12V 160 AMP 28-SI QUADRAMOUNT PAD WITH REMOTE BATTERY VOLT SENSE
BATTERY SYSTEM: (2) ALLIANCE MODEL 1231, GROUP 31, 12 VOLT MAINTENANCE FREE 2250
CCA THREADED STUD BATTERIES
BATTERY BOX WITH COVER: NON-POLISHED
FUEL FILTER: CUMMINS SPIN ON TYPE
FUEL FILTER/ WATER SEPARATOR: ALLIANCE WITH PRIMER PUMP
OIL FILTER, ENGINE: COMBINATION FULL FLOW/BYPASS
FAN DRIVES: HORTON 2-SPEED DRIVEMASTER POLAR EXTREME FAN DRIVE
RADIATOR: 1300 SQ" ALUMINUM
ANTI-FREEZE: ANTIFREEZE TO -34F, NOAT EXTENDED LIFE COOLANT
HOSE CLAMPS, RADIATOR HOSES: GATES BLUE STRIPE OR EQUIVALENT, CONSTANT TENSION
HOSE CLAMPS FOR COOLANT HOSES
AIR CLEANER: DONALDSON, SIDE OF HOOD AIR INTAKE WITH FIREWALL
STARTING MOTOR: DELCO 38MT HD 12V WITH INTEGRATED MAGNETIC SWITCH

TRANSMISSION EQUIPMENT

ALLISON 3000RDS AUTOMATIC TRANSMISSION WITH PTO PROVISION
TRANSMISSION OIL PAN: MAGNETIC
TRANSMISSION SHIFT CONTROL: PUSH BUTTON, ELECTRONIC, DASH MOUNTED
ALLISON VOCATIONAL PACKAGE 223 – AVAILABLE ON 3000/4000 PRODUCT FAMILIES WITH
VOCATIONAL MODELS RDS, HS, MH, AND TRV

SHIFT CONTROL PARAMETERS: PRIMARY AND SECONDARY – LOWEST GEAR 1, START GEAR 1, HIGHEST GEAR 6

PTO EFFECTS, ENGINE FRONT: MOUNTED RH SIDE OF MAIN TRANSMISSION WIRING, CHASSIS: VEHICLE INTERFACE WIRING WITH BODY BUILDER CONNECTOR MOUNTED BACK OF CAB

FRONT AXLE AND EQUIPMENT

DETROIT DA-F-20.0-5 20000 LBS FL1 71.0 KPI/3.74 DROP SINGLE FRONT AXLE

BRAKES, FRONT, AIR-CAM: MERITOR 16.5X6 Q+ CAST SPIDER CAM

SLACK ADJUSTERS, AUTOMATIC: MERITOR, FRONT

DUST SHIELDS: FRONT BRAKE

STEERING GEAR: TRW THP-60 WITH RCH45 AUXILIARY GEAR

POWER STEERING: 4 QUART POWER STEERING RESERVOIR

FRONT SUSPENSION

SUSPENSION, FRONT: 20000LBS CAPACITY, WITH SHOCK ABSORBERS

SPRING PINS: GRAPHITE BRONZE BUSHINGS WITH SEALS

REAR AXLE AND EQUIPMENT

AXLE, REAR, SINGLE: RS-23-160 23000 LBS CAPACITY, RATIO 5.63

REAR AXLE DRAIN PLUG: MAGNETIC FOR SINGLE REAR AXLE

DUST SHIELDS: REAR BRAKE

SLACK ADJUSTERS, AUTOMATIC: MERITOR, REAR

BRAKE CHAMBERS, REAR AXLE: HALDEX GOLDSEAL LONGSTROKE 1-DRIVE AXLE SPRING

PARKING CHAMBERS

BRAKES, REAR, AIR-CAM: MERITOR 16.5X7 Q+ CAST SPIDER CAM REAR BRAKES, DOUBLE

ANCHOR, FABRICATED SHOES

REAR SUSPENSION

SUSPENSION, RR, SPRING-2.25" AXLE SPACER

SUSPENSION, REAR, SINGLE: 30000 LBS CAPACITY, STANDARD U-BOLT PAD, FORE/AFT

CONTROL RODS

BRAKE SYSTEM

BRAKE SYSTEM: WABCO 4S/4M ABS WITHOUT TRACTION CONTROL

BRAKE LINES: REINFORCED NYLON, FABRIC BRAID, AND WIRE BRAID CHASSIS AIRLINES

DRAIN VALVES: STANDARD BRAKE SYSTEM VALVES

PARKING BRAKE VALVE: FOR TRUCK, STANDARD

AIR BRAKE, ABS: {WABCO ANTILOCK BRAKE SYSTEM}

AIR DRYER: BW AD-IP WITH HEATER

AIR DRYER LOCATION: MOUNTED OUTBOARD ON RH RAIL BACK OF CAB, MAXIMUM 20" BACK OF CAB PROTRUSION

FUEL TANKS

FUEL TANK: 100 GALLON, ALUMINUM-LH, 25" DIAM., PLAIN ALUMINUM/PAINTED STEEL
FUEL/HYDRAULIC TANK(S) WITH PAINTED BANDS
FUEL FILTER/WATER SEPARATOR: ALLIANCE, WITH PRIMER PUMP

TIRES

TIRE, FRONT: MICHELIN XZY-3 425/65R22.5 20 PLY RADIAL
TIRE, REAR: MICHELIN XDE M/S 11R22.5 14 PLY RADIAL

WHEELS

WHEELS, FRONT: ALCOA LVL ONE 82462X22.5X12.25 10-HUB PILOT 4.68 INSET 10-HAND
ALUMINUM DISC, WITH PRE-SET BEARING IRON FRONT HUBS
WHEELS, REAR: ALCOA LVL ONE 88367X22.5X8.25 10-HUB PILOT ALUMINUM DISC, WITH PRE-SET
BEARING IRON REAR HUBS

CAB EXTERIOR

GLASS: ALL WINDOWS TINTED
GRAB HANDLE: LH AND RH SIDES
GRILLE: STATIONARY, BLACK FINISH FRONT END: FIBERGLASS HOOD
HEADLIGHTS: INTEGRAL HEADLIGHT/MARKER ASSEMBLY
HORN: SINGLE, ELECTRIC
PARKING LIGHT: INTEGRAL WITH LED STOP/TAIL/TURN/BACKUP LIGHTS
RUNNING LIGHT: DAYTIME – LOW BEAM ONLY
STOP, TURN, TAIL & B/U LIGHTS: GROTE #54332, GROMMET MOUNTED WITH SEPARATE GROTE
#62401 LED BACKUP LIGHTS
MIRRORS: DUAL WEST COAST MOLDED-IN COLOR, DOOR MOUNTED, LH AND RH 8" MOLDED-IN
COLOR CONVEX MIRRORS MOUNTED UNDER PRIMARY MIRRORS

CAB INTERIOR

CAB: CONVENTIONAL, OPAL GRAY VINYL
ARM RESTS: LH AND RH INTEGRAL DOOR PANEL
CLEARANCE/MARKER LIGHTS: LED AERODYNAMIC MARKER LIGHTS
CUP HOLDERS: (2) CUP HOLDERS LH AND RH DASH
DOME LIGHT: 3-WAY SWITCH ACTIVATED BY LH AND RH DOORS
CIGAR LIGHTER: WITH ASH TRAY, DASH MOUNTED
SEAT, DRIVER: BASIC HIGH BACK AIR SUSPENSION SEAT WITH MECHANICAL LUMBAR AND
INTEGRATED CUSHION EXTENSION
SEAT BELT: 3-POINT FIXED D-RING RETRACTOR
SEAT, PASSENGER: BASIC HIGH BACK NON-SUSPENSION SEAT
SEAT BELT: 3-POINT FIXED D-RING RETRACTOR
AIR CONDITIONER: HEATER AND DEFROSTER
CLAMPS, HEATER: STANDARD HEATER PLUMBING
HVAC: STANDARD HVAC DUCTING CONSOLE, OVERHEAD: FORWARD ROOF MOUNTED CONSOLE
WITH UPPER STORAGE COMPARTMENTS WITHOUT NETTING
DOOR TRIM PANELS: MOLDED PLASTIC DRIVER AND PASSENGER DOOR PANELS
FLOOR COVERING: BLACK MATS WITH SINGLE INSULATION
INSTURMNET PANEL: MOLDED PLASTIC, GRAY DRIVER AND CENTER

STORAGE POCKET: IN DASH STORAGE BIN
SUN VISOR: DRIVER AND PASSENGER INTERIOR SUN VISORS
STEERING COLUMN: FIXED
STEERING WHEEL: 4 SPOKE 18" DIAM
ELECTRICAL SYSTEM: 12 VOLT NEGATIVE GROUND SYSTEM

INSTRUMENTS AND CONTROLS

INSTRUMENT PANEL: GRAY DRIVER AND CENTER
HAZARD SWITCH: INTEGRAL ELECTRONIC TURN SIGNAL FLASHER WITH HAZARD LAMPS
OVERRIDING STOP LAMPS
HEADLIGHT DIMMER: INTEGRAL WITH SELF-CANCELLING TURN SIGNAL HANDLE
STARTER SWITCH: ELECTRIC KEY OPERATED
TURN SIGNAL SWITCH: SELF-CANCELLING FOR TRUCKS
TURN SIGNALS, FRONT: INTEGRAL ELECTRONIC FLASHER WITH HAZARD LAMPS OVERRIDING
STOP LAMPS
WINDSHIELD WIPER, SWITCH: INTEGRAL WITH TURN SIGNAL HANDLE
WINDSHIELD WIPER: SINGLE ELECTRIC MOTOR WITH DELAY
RADIO: AM/FM/MB RADIO WITH FRONT AUXILIARY INPUT, DASH MOUNTED
|| SPEAKERS: (2) SPEAKERS IN CAB
|| ANTENNA: AM/FM MOUNTED ON FORWARD LH ROOF
CRUISE CONTROL: ELECTRONIC WITH SWITCHES IN LH SWITCH PANEL
ENGINE SHUTDOWN: IGNITION CONTROLLED ENGINE STOP WITH CONTROL MOUNTED AT
FIREWALL
GAUGE, AIR PRESSURE: LOW AIR PRESSURE LIGHT AND BUZZER
GAUGE CLUSTER: 2" ELECTRIC FUEL GAUGE, ELECTRIC ENGINE OIL PRESSURE GAUGE,
ELECTRONIC 3000 RPM TACHOMETER, DIGITAL VOLTAGE DISPLAY
ODOMETER DISPLAY: TRIP/HOUR/DIAGNOSTIC/VOLTAGE /26 WARNING LAMPS

COLOR AND DESIGN

PAINT SCHEMATIC: L0006EB WHITE ELITE
PAINT TYPE: HIGH SOLIDS POLYURETHANE CHASSIS PAINT

OTHER FACTORY CHARGES

EXTENDED WARRANTY: TOWING EXTENDED/ROADSIDE SERVICE WARRANTY, 2 YEAR/
UNLIMITED MILES/KM, \$550 CAP
FEDERAL EMISSIONS: 2013 OBD/2010 EPA/CARB/GHG14 ESCALATOR

INVITATION TO BID
THIS IS NOT AN ORDER

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DATE: 8/20/2025

BID NO: 50-00148464

JEFFERSON PARISH

PURCHASING DEPARTMENT
P.O. BOX 9
GRETN, LA. 70054-0009
504-364-2678

PURCHASING SPECIALIST:
SEAN.DUMAS@jeffparish.gov

BIDS WILL BE RECEIVED ONLINE VIA WWW.JEFFPARISHBIDS.NET UNTIL 2:00 PM, 9/18/2025 AND PUBLICLY OPENED THEREAFTER IN THE WEST BANK PURCHASING DEPT, SUITE 4400, JEFFERSON PARISH GENERAL GOVERNMENT BUILDING, 200 DERBIGNY STREET, GRETN, LA 70053. At no charge, bidders are to submit their bid via Jefferson Parish's electronic procurement page. Additional instructions are included in the text box highlighting electronic procurement.

LATE BIDS WILL NOT BE ACCEPTED

NOTE: ONLY BIDS WRITTEN IN INK OR TYPEWRITTEN, AND PROPERLY SIGNED BY A MEMBER OF THE FIRM OR AUTHORIZED REPRESENTATIVE, WILL BE ACCEPTED. PENCIL AND/OR PHOTOSTATIC FIGURES FOR SIGNATURES SHALL RESULT IN BID REJECTION. HOWEVER, ELECTRONIC SIGNATURES AS DEFINED IN La. R.S. 9:2602(8) ARE ACCEPTABLE. IN ACCORDANCE WITH La. R.S. 9:2602(8), JEFFERSON PARISH REQUIRES A SECURED DIGITAL SIGNATURE AND BIDDERS MUST PROVIDE PROOF OF THE SECURED SIGNATURE WITH BID SUBMISSION.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

- A. All bids submitted are subject to these instructions and general conditions and any special conditions and specifications contained herein, and in the terms and conditions of Resolution No. 136353 and/or Resolution No. 141125, all of which are made part of this bid proposal and ensuing contract by reference. By submitting a bid, vendor agrees to comply with all provisions of Louisiana Law as well be in compliance with the Jefferson Parish Code of Ordinances ("JPCO"), Louisiana Code of Ethics, and applicable Jefferson Parish ethical standards.
- B. The General Conditions for construction projects (141125) and the General Conditions for the purchase of materials, services and/or supplies (136353) are those adopted by the Jefferson Parish Council by Resolution No. 136353 and Resolution No. 141125, respectively. The General Conditions adopted by these resolutions shall be considered as much a part of this document and the ensuing contract or P.O. as if they were written wholly herein. A copy of each may be obtained from the Office of the Parish Clerk, Suite 6700, Jefferson Parish General Government Building, 200 Derbigny Street, Gretn, LA 70053. You may also obtain a copy of each by visiting the Purchasing Department webpage at <http://www.jeffparish.gov/464/Purchasing> and clicking on Online Forms.
- C. Jefferson Parish adheres to the Louisiana Code of Governmental Ethics, contained in La. R.S. 42:1101, et seq. Vendor/Proposer by this submission, warrants that there are no "conflicts of interest" related to this procurement that would violate applicable Louisiana Law. Violation of the Louisiana Code of Governmental Ethics may result in rescission of contract, permit or licenses, and the imposition of fines and/or penalties, without contractual liability to the public in accordance with applicable law.
- D. All vendors submitting bids should register as a Jefferson Parish vendor if not already yet registered. Registration forms may be downloaded from <http://www.jeffparish.gov/464/Purchasing> and by clicking on Vendor Information. Current W-9 forms with respective Tax Identification numbers and vendor applications may be submitted at any time; however, if your company is not registered and/or a current W-9 form is not on file, vendor registration is mandatory. Vendors may experience a delay in payment if your company is not a registered vendor with Jefferson Parish.
- E. All quotations shall be based on F.O.B. Agency warehouse or job site (see Additional Requirements section), anywhere within the Parish as designated by the Purchasing Department. This provision does not apply to Public Works projects.
- F. Jefferson Parish requires all products to be new (current) and all work must be performed according to standard practices for the project. Unless otherwise specified, no aftermarket parts will be accepted. Unless otherwise specified, all workmanship and materials must have at least one (1) year guaranty, in writing, from the date of delivery and/or acceptance of the project. Any deviations or alterations from the specifications must be indicated on the bid form with bid submission. Supporting documentation may be required upon request.

Visit our website at [HTTP://JEFFPARISH.GOV/464/PURCHASING](http://JEFFPARISH.GOV/464/PURCHASING)

DATE: 8/20/2025

BID NO: 50-00148464

- G. Bidders should submit all questions in writing via email to the Purchasing Specialist's email address as indicated above, no later than five (5) working days prior to the bid opening. Bid numbers must be mentioned in all requests. If submitting online, vendors may send questions via the E-Procurement site no later than five (5) working days prior to the bid opening. The Purchasing Department will issue a written response to bidders' questions in the form of an Addendum. Please note that all official communication will be expressed in the form of an addendum.
- H. All formal Addenda require written acknowledgement on the bid form by the bidder. Failure to acknowledge any Addendum on the bid form shall cause the bid to be rejected. Jefferson Parish reserves the right to award bid to next lowest responsive and responsible bidder in this event.
- I. If this bid requires a pre-bid conference (see Additional Requirements section), bidders are advised that such conference will be held to allow bidders the opportunity to identify any discrepancies in the bid specifications and seek further clarification regarding instructions.
- J. JEFFERSON PARISH WILL ACCEPT ONE BID ONLY FROM EACH VENDOR. Items bid must meet specifications. JEFFERSON PARISH WILL ACCEPT ONE PRICE FOR EACH ITEM UNLESS OTHERWISE INDICATED. Two or more prices for one item will result in bid rejection. Bidders are required to complete, sign and return the bid form and/or complete and return the associated line-item pricing forms as indicated. Vendors must not alter the bid forms. Doing so will cause the bid to be rejected.
- K. Written evidence of the authority of the individual signing the bid having such authority must be submitted with the bid. Failure to comply will cause bid to be rejected. Acceptable written evidence may be a printout of the Louisiana Secretary of State's website listing the signatory as an officer or a manager. Such printout shall be included with the bid submission. Bids submitted by Owners or Sole Proprietorships must include certification that he or she owns the entity for which the bid is signed. This documentation must be submitted with the bid. Failure to do so will result in bid rejection. A sample corporate resolution can be downloaded from our website <http://www.jeffparish.gov/464/Purchasing> or you may provide your own document. A sample certification of sole proprietorship can also be downloaded from our website <http://www.jeffparish.gov/464/Purchasing> or you may provide your own document.
- L. AWARD OF CONTRACT: Jefferson Parish reserves the right to award contracts or place orders on a lump sum or individual item basis, or such combination, as shall in its judgment be in the best interest of Jefferson Parish. Every contract or order shall be awarded to the LOWEST RESPONSIVE and RESPONSIBLE BIDDER, taking into consideration the CONFORMITY WITH THE SPECIFICATIONS and the DELIVERY AND/OR COMPLETION DATE. SPLIT AWARDS MADE TO SEVERAL VENDORS WILL ONLY BE GRANTED TO THOSE DEEMED RESPONSIVE AND RESPONSIBLE.
 - a. All bid prices shall remain valid for 45 days. Jefferson Parish and the lowest responsive and responsible bidder(s) by mutual written consent may mutually agree to extend the deadline for award by one (1) or more extensions of thirty (30) calendar day increments.
 - b. PROTESTS: Only those vendors that submit bids in response to this solicitation may protest any element of the procurement, in writing to the Director of the Purchasing Department. Written protest must be received within 48 hours of the release of the bid tabulation by the Purchasing Department. After consultation, the Parish Attorney's Office will then respond to protests in writing. (For more information, please see Chapter 2, Article VII, Division 2, Sec. 2-914.1 of the Jefferson Parish Code of Ordinances.)
 - c. PREFERENCE: Unless federal funding is directly spent by Jefferson Parish for this purchase, preference is hereby given to materials, supplies, and provisions produced, manufactured or grown in Louisiana, quality being equal to articles offered by competitors outside the state. "LSA – R.S. 38:2251-2261"
- M. USE OF BRAND NAMES AND STOCK NUMBERS: Where brand names and stock numbers are specified, it is for the purpose of establishing certain minimum standards of quality. Bids may be submitted for products of equal quality, provided brand names and stock numbers are specified. Complete product data may be required prior to award.
- N. CANCELLATION OF CONTRACT: JEFFERSON PARISH reserves the right to cancel all or any part if not shipped promptly. No charges will be allowed for parking or cartage unless specified in quotation. The order must not be filled at a higher price than quoted. JEFFERSON PARISH reserves the right to cancel any contract at any time and for any reason by issuing a THIRTY (30) day written notice to the contractor.
 - a. For good cause and as consideration for executing a contract with Jefferson Parish, vendor conveys, sells, assigns and transfers to Jefferson Parish or its assigns all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of Louisiana, relating to the particular good or services purchased or acquired by Jefferson Parish.
- O. PRICES: Jefferson Parish is exempt from paying sales tax under La. R.S. 47:301 (8)(c). All prices for purchases by Jefferson Parish of supplies and materials shall be quoted in the unit of measure specified and, unless otherwise specified, shall be exclusive of state and local taxes. The price quoted for work shall be stated in figures no more than four (4) decimal points. In the event there is a difference in unit prices and totals, the unit price shall prevail.
 - a. Quantities listed are for bidding purposes only. Actual requirements may be more or less than quantities listed.

Visit our website at [HTTP://JEFFPARISH.GOV/464/PURCHASING](http://JEFFPARISH.GOV/464/PURCHASING)

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

- P. **ANTI- DISCRIMINATION:** Bidders are not to exclude from participation in, deny the benefits of, or subject to discrimination under any program or activity, any person in the United States on the grounds of race, color, national origin, or sex; nor discriminate on the basis of age under the Age Discrimination Act of 1975, or with respect to an otherwise qualified handicapped individual as provided in Section 504 of the Rehabilitation Act of 1973, or on the basis of religion, except that any exemption from such prohibition against discrimination on the basis of religion as provided in the Civil Rights Act of 1964, or Title VI and VII of the Act of April 11, 1968, shall also apply. This assurance includes compliance with the administrative requirements of the Revenue Sharing final handicapped discrimination provisions contained in Section 51.55 (c), (d), (e), and (k)(5) of the Regulations. New construction or renovation projects must comply with Section 504 of the 1973 Rehabilitation Act, as amended, in accordance with the American National Standard Institute's specifications (ANSI A17.1-1961).
- a. In accordance with La. R.S. 38:2216.1, Jefferson Parish is prohibited from entering into a contract with a value of \$100,000 or more with a company for the purchase of goods or services unless the contract contains a written verification from the company of both of the following: 1) The company does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association based solely on the entity's or association's status as a firearm entity or firearm trade association. 2) The company will not discriminate against a firearm entity or firearm trade association during the term of the contract based solely on the entity's or association's status as a firearm entity or firearm trade association. As a result, the awarded bidder will be required to verify the above in the ensuing contract.
- Q. **INSPECTOR GENERAL:** It shall be the duty of every parish officer, employee, department, agency, special district, board, and commission: and the duty of every contractor, subcontractor, and licensee of the parish, and the duty of every applicant for certification of eligibility for a parish contract or program, to cooperate with the Inspector General in any investigation, audit, inspection, performance review, or hearing pursuant to JPCO 2-155.10(19). By signing this document, every corporation, partnership, or person contracting with PARISH, whether by cooperative endeavor, intergovernmental agreement, bid, proposal, application or solicitation for a parish contract, and every application for certification of eligibility for a parish contract or program, attests that it understands and will abide by all provisions of JPCO 2-155.10.
- R. Proof of Cyber Security Training may be required for the successful bidder. Pursuant to La. R.S. 42:1267, any contractor who has access to state or local government information technology assets is required to complete cybersecurity training during the term of the contract and during any renewal period. As a Parish contractor, you are responsible for taking the cyber training, whether from the State or another source. After completion of said training please forward proof to your contract monitor/Parish contact.

Jefferson Parish and its partners as the recipients of federal funds are fully committed to awarding a contract(s) to firm(s) that will provide high quality services and that are dedicated to diversity and to containing costs. Thus, Jefferson Parish strongly encourages the involvement of minority and/or woman-owned business enterprises (DBE's, including MBE's, WBE's and SBE's) to stimulate participation in procurement and assistance programs.

The purpose and intention of this invitation to bid is to afford all suppliers an equal opportunity to bid on all construction, maintenance, repair, operating supplies and/or equipment listed in this bid proposal.

Advertised bids will be tabulated and a copy of the tabulation will be forwarded to each responding bidder after nine (9) working days.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS**IN ACCORDANCE WITH STATE REGULATIONS JEFFERSON PARISH OFFERS ELECTRONIC PROCUREMENT TO ALL VENDORS**

This electronic procurement system allows vendors the convenience of reviewing and submitting bids online. This is a secure site and authorized personnel have limited read access only. Bidders are to submit electronically using this free service; while the website accepts various file types, one single PDF file containing all appropriate and required bid documents is preferred. Bidders submitting uploaded images of bid responses are solely responsible for clarity. If uploaded images/documents are not legible, then bidder's submission will be rejected. Please note all requirements contained in this bid package for electronic bid submission.

Please visit our E-Procurement Page at www.jeffparishbids.net to register and view Jefferson Parish solicitations. For more information, please visit the Purchasing Department page at <http://www.jeffparish.gov/464/Purchasing>.

ADDITIONAL REQUIREMENTS FOR THIS BID

PLEASE MATCH THE NUMBERS PRINTED IN THIS BOX WITH THE CORRESPONDING INSTRUCTIONS BELOW. IF THE NUMBER IS NOT SPECIFIED IN THIS BOX, IT IS NOT APPLICABLE FOR THIS BID.

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1. **MANDATORY PRE-BID** - All bidders must attend the MANDATORY pre-bid conference and will be required to sign in and out as evidence of attendance. In accordance with LA.R.S. 38:2212(I), all prospective bidders shall be present at the beginning of the MANDATORY pre-bid conference and shall remain in attendance for the duration of the conference. Any prospective bidder who fails to attend the conference or remain for the duration shall be prohibited from submitting a bid for the project.
2. **NON-MANDATORY PRE-BID** - Attendance to this pre-bid conference is optional. However, failure to attend the pre-bid conference shall not relieve the bidder of responsibility for information discussed at the conference. Furthermore, failure to attend the pre-bid conference and inspection does not relieve the successful bidder from the necessity of furnishing materials or performing any work that may be required to complete the work in accordance with the specification with no additional cost to the owner.
3. **JP LICENSE** - Contractor must hold current applicable JEFFERSON PARISH licenses with the Department of Building Permits. Contractor shall obtain any and all permits required by the JEFFERSON PARISH Department of Building Permits. The contractor shall be responsible for the payment of these permits. All permits must be obtained prior to the start of the project. Contractor must also hold any and all applicable municipality, Federal and/or State licenses. Contractor shall be responsible for the payment of these permits and shall obtain them prior to the start of the project.
4. **LSCB LICENSE** - A LA State Contractor's License will be required in accordance with LA.R.S. 37:2150 et. seq. and such license number must be entered in the appropriate field in the electronic procurement system. Failure to comply will cause the bid to be rejected.
5. **SITE VISIT** - It is the bidder's responsibility to visit the job site and evaluate the job before submitting a bid.
6. **JOB SITE CLEANLINESS** - Job site must be clean and free of all litter and debris daily and upon completion of the contract. Passageways must be kept clean and free of material, equipment, and debris at all times. Flammable material must be removed from the job site daily because storage will not be permitted on the premises. Precautions must be exercised at all times to safeguard the welfare of JEFFERSON PARISH and the general public.

Visit our website at [HTTP://JEFFPARISH.GOV/464/PURCHASING](http://JEFFPARISH.GOV/464/PURCHASING)

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

7. **PUBLIC WORKS BIDS** - All awards for public works in excess of \$5,000.00 will be reduced to a formal contract which shall be recorded at the contractor's expense with the Clerk of Court and Ex-Officio Recorder of Mortgages for the Parish of Jefferson. A price list of recordation costs may be obtained from the Clerk of Court and Ex-Officio Recorder of Mortgages for the Parish of Jefferson. All awards in excess of \$25,000.00 will require both a performance and a payment bond. Unless otherwise stated in the bid specifications, the performance bond requirements shall be 100% of the contract price. Unless otherwise state in the bid specifications, the payment bond requirements shall be 100% of the contract price. Both bonds shall be supplied at the signing of the contract.
8. **NON-PUBLIC WORKS BIDS** - A performance bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The performance bond shall be supplied at the signing of the contract.
- 9.. **NON-PUBLIC WORKS BIDS** - A payment bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The payment bond shall be supplied at the signing of the contract.
10. **INSURANCE** - All bidders must comply with the requirements stated in the attached "Standard Insurance Requirements" sheet attached to this bid solicitation. Any deviation from the Standard Insurance Requirements must be requested in writing prior to bid opening. Proof of coverage will be required prior to award. Failure to comply with this instruction will result in bid rejection.
11. **BID BOND** - A bid bond will be required with bid submission in the amount of 5% of the total bid, unless otherwise stated in the bid specifications. Vendors must submit an electronic bid bond through the respective online clearinghouse bond management system(s) as indicated in the electronic bid solicitation on Central Auction House. No scanned paper copies of any bid bond will be accepted as part of the electronic bid submission.
12. **AS-NEEDED WORK** - This is a requirements-based contract to be provided on an as needed basis. JEFFERSON PARISH makes no representations on warranties with regard to minimum guaranteed quantities unless otherwise stated in the bid specifications.
13. **FREIGHT** - Freight charges should be included in total cost when quoting. If not quoted FOB DELIVERED, freight must be quoted as a separate item. Bid may be rejected if not quoted FOB DELIVERED or if freight charges are not indicated on bid form.
14. **AFFIDAVIT** - Completed, Signed and Properly Notarized Affidavits Required; This applies to all solicitations in conformity with the provisions contained in LA.R.S. 38:2212.9, LA.R.S. 38:2212.10, LA.R.S. 38:2224, and Sec 2-923.1 of the Jefferson Parish Code of Ordinances. For bidding purposes, all bidders must submit with bid submission COMPLETED, SIGNED and PROPERLY NOTARIZED Affidavits, including: Non-Conviction Affidavit, Non-Collusion Affidavit, Campaign Contribution Affidavit, Debt Disclosures Affidavit and E-Verify Affidavit. For the convenience of vendors, all affidavits have been combined into one form entitled GENERIC BID AFFIDAVIT. This affidavit must be submitted in its original format, and without material alteration, in order to be compliant and for the bid to be considered responsive. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid, however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.
15. **FEDERAL FUNDING** - The ensuing contract for this bid solicitation may be eligible for FEMA reimbursement and/or Federal funding/reimbursement. As such, the referenced appendix will be applicable accordingly and shall be considered a part of the bid documents and ensuing contract. All applicable certifications must be duly completed, signed and submitted as per the appendix instructions. Failure to submit applicable certifications per the appendix instruction will result in bid rejection.
16. **TAX EXEMPT** - For this project, the Contractor shall not pay any state or local sales or use taxes on materials and equipment which are affixed and made part of the immovable property of the project or which is permanently incorporated in the project (hereinafter referred to as "applicable materials and equipment"). All purchases of applicable materials or equipment shall be made by the contractor on behalf of and as the agent of Jefferson Parish (Owner), a political subdivision of the State of Louisiana. No state and local sales and use taxes are owed on applicable materials and equipment under the provisions of Act 1029 of the 1991 Regular Session – Louisiana Revised Statute 47:301(8)(c). Owner will furnish to contractor a certificate form which certifies that Owner is not required to pay such state or local sales and use taxes, and contractor shall furnish a copy of such certificate to all vendors or suppliers of the applicable materials and equipment, and report to Owner the amount of taxes not incurred.
17. **TECH AFFIDAVIT** - The Technology Affidavit is required for this solicitation and shall be submitted with the bid submission. Failure to do so will result in your bid being rejected. Pursuant to La. R.S. 38:2237.1, prior to the procurement of telecommunications or video surveillance equipment or services, the vendor shall provide documentation by affidavit that the equipment or services to be procured are not prohibited telecommunications or video surveillance equipment or services as defined in R.S. 39:1753.1(A). This affidavit is supplied as a courtesy to Affiant. It is the responsibility of the affiant to insure the affidavit submitted to Jefferson Parish complies, in both form and content, with federal, state and parish laws. No procurement shall be made from a vendor or other entity who fails to provide the documentation; any procurement in contravention to this requirement shall be null and void by law.

DATE: 8/20/2025

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BID NO: 50-00148464

BID FORM
Non Public Works

All Public Work Projects are required to use the Louisiana Uniform Public Work Bid Form

All prices must be held firm throughout the entirety of the contract. However, bidders may request that an escalation provision be added to their contract by selecting "yes" below. The escalation provision in the contract will state that only one escalation will be allowed during the term of the contract, and the escalation shall take effect only after the initial 12 month period of the contract. A vendor with an escalation provision in their contract must submit a request in writing to activate the provision, but should not do so any sooner than the first day of the 13th month of their contract. The escalation percentage shall be limited to the most recently published CPI figure issued at the time an adjustment is requested by bidder based on the U.S. Bureau of Labor Statistics National Index for all Urban Consumers, unadjusted 12 month figure.

Are you requesting an escalation provision?

YES _____ NO _____

For the purposes of comparison of bids when an escalation provision is requested, Jefferson Parish will apply the maximum escalation percentage quoted by the bidder to the period to which it is applied in the bid. The initial price and the escalation will be used to calculate the total bid price. It will be assumed, for comparison of prices only, that an equal amount of material or labor is purchased each month throughout the entire contract.

DELIVERY: FOB JEFFERSON PARISH

INDICATE DELIVERY DATE ON EQUIPMENT AND SUPPLIES _____

LOUISIANA CONTRACTOR'S LICENSE NO.: (if applicable) _____

THIS SECTION MUST BE COMPLETED BY BIDDER:

FIRM NAME: _____

ADDRESS: _____

CITY, STATE: _____ ZIP: _____

TELEPHONE: () _____

E-MAIL: _____

In the event that addenda are issued with this bid, bidders MUST acknowledge all addenda on the bid form. Bidder must acknowledge receipt of an addendum on the bid form by placing the addendum number as indicated. Failure to acknowledge any addendum on the bid form will result in bid rejection.

Acknowledge Receipt of Addenda: NUMBER: _____

NUMBER: _____

NUMBER: _____

NUMBER: _____

TOTAL PRICE OF ALL BID ITEMS: \$ _____

AUTHORIZED

SIGNATURE: _____

Printed Name

TITLE: _____

SIGNING INDICATES YOU HAVE READ AND COMPLY WITH THE INSTRUCTIONS AND CONDITIONS.

NOTE: All bids should be returned with the BID NUMBER and BID OPENING DATE indicated on the outside of the envelope submitted to the Purchasing Department.

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SEALED BID

BID NO.: 50-00148464

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
1	1.00	EA	Purchase of Combination Vacuum Cleaning Truck for the Jefferson Parish Public Works Department 0001 - COMBINATION VACUUM/CLEANING TRUCK PER ATTACHED SPECIFICATIONS.	\$ _____	\$ _____

Evidence of Authority Instructions

Only an authorized Agent shall sign this proposal. Each Proposer is required to provide satisfactory evidence of the authority of the person signing for the agency, corporation, partnership or other legal entity, which shall be attached to the proposal.

The following page is a sample Corporate Resolution. This sample is supplied as a courtesy to Proposers, but it is the responsibility of the Proposer to ensure the evidence of authority they submit to Jefferson Parish complies, in both form and content, with federal, state and Parish laws. Additionally, a sample Sole Proprietorship Certification may be found at <https://www.jeffparish.gov/466/Document-Library>.

Instruction sheet may be omitted when submitting.

CORPORATE RESOLUTION

Excerpt from minutes of meeting of the Board of Directors of

Incorporated.

At the meeting of Directors of _____
Incorporated, duly noticed and held on _____,
A quorum being there present, on motion duly made and seconded. It was:

Resolved that _____, be and is hereby appointed, constituted and designated as agent and Attorney-In-Fact of the corporation with full power and authority to act on behalf of this corporation in all negotiations, bidding, concerns and transactions with the Parish of Jefferson or any of its agencies, departments, employees or agents, including but not limited to, the execution of all bids, papers, documents, affidavits, bonds, sureties, contracts and acts and to receive all purchase orders and notices issued pursuant to the provisions of any such bid or contract, this corporation hereby ratifying, approving, confirming, and accepting each and every such act performed by said agent and Attorney-In-Fact.

I hereby certify the foregoing to be a true and correct copy of an excerpt of the minutes of the above dated meeting of the Board of Directors of said corporation, and the same has not been revoked or rescinded.

Secretary-Treasurer

Date

Generic Bid Affidavit Instructions

This affidavit is supplied as a courtesy to Affiant. It is the responsibility of the affiant to insure the affidavit submitted to Jefferson Parish complies, in both form and content, with federal, state and parish laws. It is the responsibility of the Affiant to submit a new affidavit if any additional campaign contributions are made after the affidavit is executed but prior to the time the council acts on the matter.

The Affidavit MUST comply with the following requirements to be accepted.

- Must be signed by an authorized representative of the entity.
- Must be notarized by a notary with proper jurisdiction who must sign and print name, and include bar/notary number.
- Location where the notarization is taking place should be filled in at the top of the affidavit – not the location of the contract services.
- MUST select either Choice A or B when required.
- If choice A is selected, it must include an attachment.

Affidavits with the following WILL NOT be accepted.

- If both choice A and B are selected, the affidavit will not be accepted.
- An affidavit marked N/A will not be accepted.
- An affidavit missing attachment(s) when required will not be accepted.
- An affidavit that is notarized by a notary who does not have jurisdiction in the place where notarized or is not active will not be accepted.
- Affidavits that are older than six (6) months will not be accepted.

Instruction sheet may be omitted when submitting the affidavit.

Generic Bid

AFFIDAVIT

STATE OF _____

PARISH/COUNTY OF _____

BEFORE ME, the undersigned authority, personally came and appeared:

_____ (Affiant) who after being duly sworn by me, deposed and
said that he/she is the fully authorized _____ of
_____ (Entity), who submitted a bid to the Parish of Jefferson.

Affiant further said:

Campaign Contribution Disclosures

(Choose A or B, if option A is indicated please include the required attachment):

Choice A _____ Attached hereto is a list of all campaign contributions, including the date and amount of each contribution, made to current or former elected officials of the Parish of Jefferson by Entity, Affiant, and/or officers, directors and owners, including employees, owning 25% or more of the Entity during the two-year period immediately preceding the date of this affidavit. Further, Entity, Affiant, and/or Entity Owners have not made any contributions to or in support of current or former members of the Jefferson Parish Council or the Jefferson Parish President through or in the name of another person or legal entity, either directly or indirectly.

Choice B _____ There are **NO** campaign contributions made which would require disclosure under Choice A of this section.

Affiant further said:

Debt Disclosures

(Choose A or B, if option A is indicated please include the required attachment):

Choice A _____ Attached hereto is a list of all debts owed by the affiant to any elected or appointed official of the Parish of Jefferson, and any and all debts owed by any elected or appointed official of the Parish of Jefferson to the Affiant.

Choice B _____ There are **NO** debts which would require disclosure under Choice A of this section.

Affiant further said:

That Affiant has employed no person, corporation, firm, association, or other organization, either directly or indirectly, to secure the public contract under which he received payment, other than persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project or in securing the public contract were in the regular course of their duties for Affiant; and

That no part of the contract price received by Affiant was paid or will be paid to any person, corporation, firm, association, or other organization for soliciting the contract, other than the payment of their normal compensation to persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project were in the regular course of their duties for Affiant.

Affiant further said:

Affiant personally has not been convicted of, nor has he/she entered into a plea of guilty or nolo contendere to any of the crimes or equivalent federal crimes listed below. No individual partner, incorporator, director, manager, officer, organizer, or member, who has a minimum of a ten percent ownership in the Bidding Entity, has been convicted of or has entered a plea of guilty or nolo contendere to any of the crimes or equivalent federal crimes listed below. A conviction of or plea of guilty or nolo contendere to the following state crimes or equivalent federal crimes shall permanently bar any person or the bidding entity from bidding on public projects:

- (a) Public bribery (R.S. 14:118)
- (b) Corrupt influencing (R.S. 14:120)
- (c) Extortion (R.S. 14:66)
- (d) Money laundering (R.S. 14:230)

A conviction of or plea of guilty or nolo contendere to the following state crimes or equivalent federal crimes shall bar any person or the bidding entity from bidding on public projects for a period of five years from the date of conviction or from the date of the entrance of the plea of guilty or nolo contendere:

- (a) Theft (R.S. 14:67)
- (b) Identity Theft (R.S. 14:67.16)
- (c) False accounting (R.S. 14:70)
- (d) Issuing worthless checks (R.S. 14:71)
- (e) Bank fraud (R.S. 14:71.1)
- (f) Forgery (R.S. 14:72)
- (g) Contractors; misapplication of payments prohibited (R.S. 14:202)
- (h) Malfeasance in office (R.S. 14:134)

The five-year prohibition provided for in this section shall apply only if the crime was committed during the solicitation or execution of a contract or bid awarded pursuant to these provisions. If evidence is submitted substantiating that a false attestation has been made and the project must be readvertised or the contract canceled, the awarded entity

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making the false attestation shall be responsible to the public entity for the costs of rebidding, additional costs due to increased costs of bids and any and all delay costs due to the rebid or cancellation of this project.

Affiant further said:

- (1) Entity is registered and participates in a status verification system to verify that all employees in the State of Louisiana are legal citizens of the United States or are legal aliens.
- (2) Entity shall continue, during the term of the contract, to utilize a status verification system to verify the legal status of all new employees in the State of Louisiana.
- (3) Entity shall require all subcontractors to submit to the Entity a sworn affidavit verifying compliance with statements (1) and (2) above.

Signature of Affiant

Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME,
NOTARY PUBLIC ON THE _____ DAY
OF _____, 20_____.

Notary Public

Printed Name of Notary

Notary/Bar Roll Number

My commission expires _____.

STANDARD INSURANCE REQUIREMENTS FOR BIDDING PURPOSES

All required insurance under this bid shall conform to Jefferson Parish Resolution No. 136353 or No. 141125, as applicable. Contractors may not commence any work under any ensuing contract unless and until all required insurance and associated evidentiary requirements thereto have been met, along with any additional specifications contained in the **Invitation to Bid**. Except as where otherwise precluded by law, the Parish Attorney or her designee, with the concurrence of the Director of Risk Management or her designee, may agree on a case-by-case basis, to deviate from Jefferson Parish's standard insurance requirements, as provided in this Section. **Vendors requesting deviation therefrom shall submit such requests in writing, along with compelling substantiation, to the Purchasing Department prior to the bid's due date.** Any changes to the insurance requirements will be reflected in the bid specifications and addenda. Prior to contract execution and at all times thereafter during the term of such contract, contractors must provide and continuously maintain all coverages as required by the foregoing Resolutions, and the contract documents. Failure to do so shall be grounds for suspension, discontinuation or termination of the contract.

Within ten (10) days of bid opening, the apparent low bidder will be required to provide final insurance certificates to the Parish which shall name the Parish of Jefferson, its Districts Departments and Agencies under the direction of the Parish President and the Parish Council as additional insured on the Commercial General Liability, and the Comprehensive Automobile Liability policies to protect against negligence by the contractor as provided by contract. Failure to provide your certificate of insurance within the ten (10) days, shall result in the Parish rejecting your bid and moving on to the next lowest bidder. Additionally, said certificates should reflect the name of the Parish Department receiving goods and services and reference the respective Jefferson Parish bid number.

JEFFERSON PARISH REQUIRED STANDARD INSURANCE

☒ WORKER'S COMPENSATION INSURANCE

As required by Worker's Compensation Law of the State of the Contractor's headquarters. Employer's Liability is included, with minimum limits of \$500,000 per occurrence, except it shall be \$1,000,000 per occurrence when Work is to be overwater and involves maritime exposures to cover all employees not covered under the State Worker's Compensation Act.

Waiver of Subrogation endorsement in favor of **the Parish of Jefferson, its Districts Departments and Agencies under the direction of the Parish President and the Parish Council.**

Note: If your company is not required by law to carry worker's compensation insurance, i.e. sole employee of the company, then bidders must request a

worker's compensation insurance declaration affidavit prior to the bid opening date. This insurance declaration affidavit must be fully completed, signed, properly notarized within ten (10) days of the bid opening. A scanned copy may be submitted initially; however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.

☒ **COMMERCIAL GENERAL LIABILITY**

Commercial General Liability Form CG 00 01, or pre-approved equivalent; Minimal acceptable limits: \$1,000,000 per occurrence; \$1,000,000 personal & advertising injury; \$2,000,000 general aggregate; and \$2,000,000 products/completed operations aggregate.

Waiver of Transfer of Rights of Recovery Against Others endorsement in favor of the Parish of Jefferson, its Districts, Departments, Agencies and Employees under the direction of the Parish President and the Parish Council.

☒ **BUSINESS AUTOMOBILE LIABILITY**

Minimal acceptable limit for bodily injury and property damage liability: \$1,000,000 Combined Single Limit.

Liability coverage to be provided for Any Auto OR for ALL Owned Autos and Hired and Non-owned Autos. **If contractor owns no vehicles, then a Hired and Non-owned Auto Liability policy is required.**

Waiver of Transfer of Rights of Recovery Against Others to Us endorsement in favor of the Parish of Jefferson, its Districts, Departments, Agencies and Employees under the direction of the Parish President and the Parish Council.

Note: This category may be omitted if bidders do not/will not utilize vehicles for the project AS DETERMINED BY Risk Management and Parish Attorney's Office after properly requesting a deviation as discussed above. Bidder must request a deviation prior to bid opening and may be given an automobile insurance declaration affidavit to execute. This insurance declaration affidavit must be fully completed, signed, properly notarized and submitted within ten (10) days of the bid opening. A scanned copy of the completed, signed and properly notarized affidavit may be submitted initially; however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.

DEDUCTIBLES - The Parish Attorney with concurrence of the Director of Risk Management have waived the deductible section of the Terms and Conditions for all Invitations to Bid, until further notice.

UMBRELLA LIABILITY COVERAGE - An umbrella policy or excess may be used to meet minimum requirements. If you are purporting to use an umbrella policy or excess to meet minimum requirements, then you must provide the Umbrella Schedule of Underlying Policies with the Certificate of Insurance evidencing which policies the Umbrella sits over.

FOR CONSTRUCTION AND RENOVATION PROJECTS: The following are required if selected below. Such insurance is due upon contract execution.

☐ **OWNER'S PROTECTIVE LIABILITY**

To be for the same limits of liability for bodily injury and property damage liability established for commercial general liability.

☐ **BUILDER'S RISK INSURANCE**

The contractor shall maintain Builder's Risk Insurance at his own expense to insure both the owner (Parish of Jefferson) and contractor as their interest may appear.



JEFFERSON PARISH

PURCHASING DEPARTMENT

CYNTHIA LEE SHENG
PARISH PRESIDENT

RENNY SIMNO
DIRECTOR



May 2025

Changes to Jefferson Parish Bidding Information

The Jefferson Parish Purchasing Department would like to make vendors aware of the following changes that are now effective:

➤ **Additional Requirements for Bid Instructions:**

The Additional Requirements for Bid Instructions have been revised. The numbers correlating with the instructions may not be the same number as past bids. **Please read ALL instructions and bid documents carefully and thoroughly prior to bid submission.**

➤ **Affidavits:**

There is a new affidavit for all bids named "Generic Bid Affidavit". The Public Works Bid Affidavit and Non-Public Works Bid Affidavit are no longer valid. **The "Generic Bid Affidavit" must be submitted with ALL bid submissions.**

➤ **Insurance Requirements:**

Within ten (10) days of bid opening, the apparent low bidder will be required to provide FINAL insurance certificates evidencing the insurance coverages of the subject bid (please refer to each individual bid specifications requirements) to Jefferson Parish which shall name "the Parish of Jefferson, its Districts, Departments, and Agencies under the direction of the Parish President and the Parish Council" as additional insured on the Commercial General Liability and the Comprehensive Automobile Liability policies to protect against negligence by the contractor, as provided by contract.

Failure to provide your certificate of insurance within the ten (10) days of bid opening shall result in the Parish rejecting your bid as non-responsive and moving on to the next apparent lowest bidder.

You may still opt to send in your insurance certificates with your bid submission, however, if the provided certificates are not in FINAL form, if you are the apparent low bidder, then you will still be required to send in a FINAL certificate within 10 days of bid opening.